Approved For Release 2001/08/30 : CIA-RDP78-05077A000100090004-0

ADMINISTRATIVE - INTERNAL USE ONLY

This Notice Expires 1 July 1973

MEDICAL

STATINTL [redacted]

10 August 1972

HEALTH EDUCATION PROGRAM

1. A Health Education Program for all employees has been developed to provide information about risk factors and hazards relating to health and contributing to premature death or disability.

2. The program intends to assist employees to remain effective in their work and to be, feel and look fit. Panel discussions, slide reviews, movies, video tapes, audience participation groups, exhibits, displays, posters and professional consultation by physicians, nurses, and paramedical personnel will be integrated with the traditional Office of Medical Services procedures.

3. Supervisors are expected to assume an active role by consulting with, advising and assisting employees in the maintenance of their health and effectiveness. More specific guidance for supervisors will be provided as the program develops.

STATINTL

4. [redacted]., Office of Medical Services, is appointed Health Education Officer for the administration of this program.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

JOHN W. COFFEY
Deputy Director
for Support

DISTRIBUTION: ALL EMPLOYEES

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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

UNCLASSIFIED | CONFIDENTIAL | SECRET

OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	EXO	25 JUN 1973	
2	C/CD	26 June	
3			
4	EXO	19 JUL 1973	
5	DD/NS		
6	D/NS		

	ACTION		DIRECT REPLY		PREPARE REPLY
	APPROVAL		DISPATCH		RECOMMENDATION
	COMMENT		FILE		RETURN
	CONCURRENCE		INFORMATION		SIGNATURE

Remarks:

Should we have C/CD views? - Nothing particularly DD/NS observation

① to ②: Please.

2 to 4 Late Discuss 7/18/23

Discussed 19 Jul 73 C/CD

25 JUN 1973

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FROM: NAME, ADDRESS AND PHONE NO.	DATE

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FORM NO. 1-67 237 Use previous editions

(40)

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UNCLASSIFIED	CONFIDENTIAL	SECRET

OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	AD/NS	20 JUN 1973	CMB
2	C/CD [redacted]		
3			
4			
5	SA/D	21 JUN 1973	
6	D/NS 25 JUN 1973		

	ACTION		DIRECT REPLY		PREPARE REPLY
	APPROVAL		DISPATCH		RECOMMENDATION
	COMMENT		FILE		RETURN
	CONCURRENCE		INFORMATION		SIGNATURE

Remarks:

To ①: C/CD requests clearance to go first.

1-5 Since some of IP 2 has not been accomplished, perhaps this should wait until D/NS can review on his return. CMB

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
SA/D/NS	21 June 73

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OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	C/CD		
2			
3			
4	AD/MS		
5			
6	S/C		

	ACTION		DIRECT REPLY		PREPARE REPLY
	APPROVAL		DISPATCH	✓	RECOMMENDATION
✓	COMMENT		FILE		RETURN
	CONCURRENCE		INFORMATION		SIGNATURE

Remarks:

25X1A

[redacted] expires 1 July 1973.

Perhaps you would like some kind of follow-on HN to ~~reflect~~ succeed it?

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
C/CD/MS	19 June 73

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MEMORANDUM OF CALL

TO: WBW

☒ YOU WERE CALLED BY— ☐ YOU WERE VISITED BY—

[redacted] 25X1A

OF (Organization)

☒ PLEASE CALL → PHONE NO. CODE/EXT. 2093

☐ WILL CALL AGAIN ☐ IS WAITING TO SEE YOU

☐ RETURNED YOUR CALL ☐ WISHES AN APPOINTMENT

MESSAGE

Re [redacted] 25X1A due to expire 1 July 73 (re HEB); do you want it to expire or extend it?

RECEIVED BY | DATE 29 JUN | TIME 1330

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STANDARD FORM 63
REVISED AUGUST 1967
GSA FPMR (41 CFR) 101-11.6

GPO : 1969—648—16—80341-1 332-389

63-108